Washington State Department of Ecology Biosolids Permit Review Checklist

Attachment 2. Recordkeeping Procedures and Certification Statement

<u>A.</u>	Recordkeeping Procedures 173-308-290 Persons who prepare biosolids and persons who apply bulk biosolids to the land must keep certain records and certification statements showing that applicable standards for biosolids quality, treatment, and management have been met.	ATTACHMENT 2. SECTION A.
•	Records must also be kept on the amount and type biosolids applied to the land under different management scenarios or that are disposed of in a municipal solid waste landfill. A responsible official as described in WAC 173-308-310(8) must sign all	
	certification statements required under this section.	
1.	Do the recordkeeping procedures provide for the person who prepares biosolids to keep the following records (amounts recorded as dry tons)?	☐ Accept ☐ Reject ☐ See Comment
•	The amount of bulk biosolids applied by the preparer or the preparer's agents to agricultural land;	Attachment 2. A.1.
•	The amount of bulk biosolids applied by the preparer or the preparer's agents to forestland;	
•	The amount of bulk biosolids applied by the preparer or the preparer's agents to a public contact site;	
•	The amount of bulk biosolids applied by the preparer or the preparer's agents to a land reclamation site;	
•	The amount of bulk biosolids applied by the preparer or the preparer's agents to a lawn or home garden;	
•	The amount of biosolids that are sold or given away by the preparer in a bag or other container for application to the land; The amount of biosolids in a compact or blanded biosolids product that is sold or	
•	The amount of biosolids in a compost or blended biosolids product that is sold or given away by the preparer in bulk form or in a bag or other container for application to the land;	
•	The amount of bulk biosolids that are sold or given away by the preparer to another person who prepares biosolids for application to the land;	
•	The amount of bulk biosolids that are sold or given away by the preparer to a person other than an agent of the preparer for application to the land; and	
•	The amount of biosolids that are disposed in a municipal solid waste landfill on an emergency, temporary, or long-term basis.	
2.	When bulk biosolids are applied to the land, the person who prepares the biosolids must develop and maintain the following information, as applicable, for five years:	

data showing that those limits were met; or, if the pollutant ceiling concentrations in Table 1 of WAC 173-308-160 were met, do the recordkeeping procedures provide for maintaining laboratory analysis data for 5 years showing that those limits were met?	
If the Class A pathogen requirements in one of WAC 173-308-170 (2)(a) through (f) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis data for 5 years showing that those requirements were met, and a description of how those requirements were met?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. A.2.
Or, if the Class B pathogen standards in one of WAC 173-308-170 (3)(a), (b), or (c) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis data showing that those requirements were met, and a description of how those requirements were met?	
If the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis monitoring data showing that those requirements were met and a description of how those requirements were met?	
Certification Statements 173-308-290 Persons who prepare biosolids and persons who apply bulk biosolids to the land must sign certification statements according to 173-308-290 (3) or (4), as applicable, showing that applicable standards for biosolids quality, treatment, and management have been met.	
Does the application identify which of the following certification statements will be signed and be available for inspection at the facility and attached to the annual report?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. B.1.
If the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were met, the following signed certification:	
"I certify, under penalty of law, that the (insert Class A or Class B as appropriate) pathogen requirements in (insert one of WAC 173-308-170 (2)(a), (b), (c), (d), (e), or (f) if Class A, or insert one of WAC 173-308-170 (3)(a), (b), or (c) if Class B), and the vector attraction reduction requirement in (insert one of the vector attraction reduction requirements in WAC 173-308-180 (2) through (7)) have been met. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that pathogen and vector attraction reduction requirements have been met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."	
<u>Thr Intr Oner Itter (Hrsh Isr Itt "Hoardsin</u>	Table 1 of WAC 173-308-160 were met, do the recordkeeping procedures provide for maintaining laboratory analysis data for 5 years showing that those limits were met? If the Class A pathogen requirements in one of WAC 173-308-170 (2)(a) through (f) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis data for 5 years showing that those requirements were met, and a description of how those requirements were met? Or, if the Class B pathogen standards in one of WAC 173-308-170 (3)(a), (b), or (c) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis data showing that those requirements were met, and a description of how those requirements were met? If the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were met, do the recordkeeping procedures provide for maintaining process monitoring and/or laboratory analysis monitoring data showing that those requirements were met and a description of how those requirements were met? Certification Statements 173-308-290 Persons who prepare biosolids and persons who apply bulk biosolids to the land must sign certification statements according to 173-308-290 (3) or (4), as applicable, showing that applicable standards for biosolids quality, treatment, and management have been met. Does the application identify which of the following certification statements will be signed and be available for inspection at the facility and attached to the annual report? If the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were met, the following signed certification: Tertify, under penalty of law, that the (insert Class A or Class B as appropriate) bathogen requirements in (insert one of WAC 173-308-170 (2)(a), (b), (c), (d), (e), or (f) if Class A, or insert one of WAC 173-308-170 (3)(a), (b), or (e) if Class B), and the vector attraction reduction requirement in (insert one of the vector attraction re

•	If the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were not met, the following signed certification:	
	"I certify, under penalty of law, that the (insert Class A or Class B as appropriate) pathogen requirements in (insert one of WAC 173-308-170 (2)(a), (b), (c), (d), (e), or (f) if Class A, or insert one of WAC 173-308-170 (3)(a), (b), or (c) if Class B) have been met. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that pathogen reduction requirements have been met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."	
<u>C.</u>	Long term records information requirements 173-308-290(4) When bulk biosolids are applied to the land, the person who applies the biosolids must develop and maintain the following information, as applicable, for five years or indefinitely as required in 173-308-290(4) WAC.	
•	Pathogens - If the Class B pathogen standards in one of WAC 173-308-170 (3)(a), (b), or (c) were met: Do the recordkeeping procedures provide for maintaining a description of how the site management and access restrictions in Attachment 2 of this checklist [WAC 173-308-210 (4)(a)(i) through (x), or WAC 173-308-220 (4)(a)(i) through (ix), or WAC 173-308-240 (4)(a)(i) through (x)], as applicable, were met for each site on which biosolids were applied?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. Pathogens.
	And does the application provide for the following signed certification be maintained for five years or indefinitely as required in 173-308-290(4) WAC?	
	"I certify, under penalty of law, that the site management and access restrictions in [insert WAC 173-308-210 (4)(a)(i) through (x), or WAC 173-308-220 (4)(a)(i) through (ix), or WAC 173-308-230 (4)(a)(i) through (ix), or WAC 173-308-240 (4)(a)(i) through (x), as applicable] have been met for each site on which bulk biosolids were applied. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the site management and access restrictions have been met. I am aware that there are significant penalties for false certification including fine and imprisonment."	
•	Vector Attraction Reduction - If the vector attraction reduction requirements in WAC 173-308-210 (3)(b)(i) or (ii), WAC 173-308-220 (3)(b)(i) or (ii), WAC 173-308-230 (3)(b)(i) or (ii), or WAC 173-308-240 (4)(b)(i) or (ii) were met: Do the recordkeeping procedures provide for maintaining a description for five years or indefinitely of how those requirements were met?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. Vector attraction reduction.
	And does the application provide for a signed copy of the following certification	

	statement?	
	"I certify, under penalty of law, that the vector attraction reduction requirement in(insert WAC 173-308-210 (3)(b)(i) or (ii), WAC 173-308-220 (3)(b)(i) or (ii), WAC 173-308-230 (3)(b)(i) or (ii), WAC 173-308-240 (3)(b)(i) or (ii), as applicable) has been met for each site on which biosolids were applied. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the vector attraction reduction and site management requirements have been met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."	
•	Pollutant Concentrations - If the pollutant ceiling concentration limits in Table 1 of WAC 173-308-160 were met (but the concentration limits in Table 3 were exceeded), does the permit application describe how the recordkeeping procedures provide for maintaining the following information required in 173-308-290(4)(c)(i) through (v) will be developed and kept indefinitely?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. Pollutant
	 The location, by street address if applicable, a copy of the assessor's plat map(s) with the application area(s) clearly shown or the latitude and longitude of the approximate center of each land application site, and the section, township, and range of each quarter section on which biosolids were applied. The number of hectares in each site on which bulk biosolids were applied. The date and time bulk biosolids were applied to each site. he cumulative amount of each pollutant (i.e., kilograms)listed in Table 2 of WAC 173-308-160 in the bulk biosolids applied to each site, including the amount(s) in WAC 173-308-160 (2)(b)(i) and (iii). The amount of biosolids (i.e., dry metric tons) applied to each site. 	Concentrations
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•	Previous pollutant loading - <u>Does the application provide a description of how</u> the requirement to obtain information under WAC 173-308-160 (2)(b) was met?	
	And does the application provide for a signed copy of either of the following certification statements? "I certify, under penalty of law, that the requirement to obtain information under WAC 173-308-160 (2)(b) has been met for each site on which bulk biosolids were applied. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the requirements to obtain information have been met. I am aware that there are significant penalties for false certification including fine and imprisonment."	☐ Accept ☐ Reject ☐ See Comment Attachment 2. Previous pollutant loading.
	If the biosolids that were applied to the land did not meet standards to be classified as exceptional quality, and the site management restrictions in WAC 173-308-210	

	(4)(b)(i) through (iii), or WAC 173-308-220 (4)(b)(i) through (iii), or WAC 173-308-230 (4)(b)(i) through (iii), or WAC 173-308-240 (4)(b)(i) through (iii) were	
	met, the following signed certification:	
	"I certify, under penalty of law, that the site management restrictions in (insert WAC 173-308-210 (4)(b)(i) through (iii), or WAC 173-308-220 (4)(b)(i) through (iii), or WAC 173-308-240 (4)(b)(i) through (iii), as applicable) were met for each site on which bulk biosolids were applied. This determination was made under my direction and supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the site management restrictions have been met. I am aware that there are significant penalties for false certification including fine and imprisonment."	
<u>D.</u>	Biosolids sold or given away in a bag When biosolids are sold or given away in a bag or other container for application to the land, the person who prepares the biosolids must develop and maintain the following information, as applicable, for five years.	
1.	If the pollutant limits in Table 3 of WAC 173-308-160 were met, laboratory analysis data showing that those limits were met; or, if the pollutant ceiling concentrations in Table 1 of WAC 173-308-160 were met, does the application describe how the person who prepares the biosolids will develop and maintain laboratory analysis data for five years, showing that either Table 1 or Table 3 limits were met?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. D.1.
2.	does the application describe how the person who prepares the biosolids will develop and maintain process monitoring and/or laboratory analysis data for five years, showing that the Class A pathogen requirements in one of WAC 173-308-170 (2)(a) through (f) were met, and a description of how those requirements were met?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. D.2.
3.	Does the application describe how the person who prepares the biosolids will develop and maintain process monitoring and/or laboratory analysis data for five years, showing that the vector attraction reduction requirements in one of WAC 173-308-180 (2) through (7) were met, and a description of how those requirements were met?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. D.3.
•	Does the application provide for the following certification statement?	
	"I certify, under penalty of law, that the Class A pathogen requirement in (insert one of WAC 173-308-170 (2)(a), (b), (c), (d), (e), or (f) if Class A), and the vector attraction reduction requirement in (insert one of WAC 173-308-180 (2) through (7)) have been met. This determination has been made under my direction and supervision in accordance with the system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that pathogen requirement and vector attraction reduction requirements have been met. I am aware that there are significant penalties for	

	false certification including the possibility of fine and imprisonment."	
4.	If the pollutant limits in Table 3 of WAC 173-308-160 were exceeded and the biosolids were subject to the requirements of WAC 173-308-160(4), does the application describe how the person who prepares the biosolids will develop and maintain information and data showing the concentration in the biosolids of each pollutant listed in Table 4 of WAC 173-308-160, and the annual whole biosolids application rate that does not cause the annual pollutant loading rates in Table 4 of WAC 173-308-160 to be exceeded?	☐ Accept ☐ Reject ☐ See Comment Attachment 2. D.4.
•	does the application provide for the following certification statement?	
	"I certify, under penalty of law, that the labeling and notification requirement in WAC 173-308-260 (1)(b)(ii) has been met. This determination has been made under my direction and supervision in accordance with the system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the labeling and notification requirements are met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."	
F	Domestic Septage Certification Statements	
	nen domestic septage is applied to the land, does the application describe how the	_
	rson who applies the domestic septage will develop and maintain the following	Accept
	ormation, as applicable, for five years?	Reject See Comment
		Attachment 2. E.1.
•	The location, by street address if applicable, a copy of the assessor's plat map(s) with the application area(s) clearly shown or the latitude and longitude of the approximate center of each land application site, and the section, township and range of each quarter section on which septage is applied. The number of acres in each site on which septage is applied. The date and time septage is applied to each site.	
•	The nitrogen requirement for the crop or vegetation grown on each site during a three hundred sixty-five-day period.	
•	The rate, in gallons per acre per three hundred sixty-five-day period, at which septage is applied to each site and the total number of gallons of septage applied to each site;	
•	The source of the septage, including the name and address of the individual or business where the septage was generated, or in the case of a centralized septage treatment facility, the name of the person or business who delivered the septage, the dates of delivery, and how much septage was delivered.	
•	The class of septage as defined in WAC 173-308-080.	
•	A description of how the pathogen requirements in WAC 173-308-270 (3)(a) or (b) were met.	
•	A description of how the vector attraction reduction requirements in one of WAC 173-308-270 (4)(a), (b), or (c) were met.	
•	A description of how the applicable site management and access restriction	

requirements in WAC 173-308-270(5) were met.

• Does the application contain the following certification statement to be signed and maintained at the facility?

"I certify, under penalty of law, that the pathogen requirements in (insert either WAC 173-308-270 (3)(a) or (b)), the vector attraction reduction requirements in (insert one of WAC 173-308-270 (4)(a), (b), or (c)), and the applicable site management and access restriction requirements in WAC 173-308-270(5) have been met. This determination has been made under my direction and supervision in accordance with the system designed to ensure that qualified personnel properly gather and evaluate the information used to determine that the pathogen and vector attraction reduction requirements and site management and access restrictions have been met. I am aware that there are significant penalties for false certification including the possibility of fine and imprisonment."